

**INSTRUCTIONS FOR IPB FORM NO. 3**  
**APPLICATION FOR SITE DEVELOPMENT PLAN APPROVAL**  
**(05/97)**

1. When Form 3 Is Required. § 243-66 of the Code of the Village of Irvington (Zoning) requires an Application for Site Development Plan Approval to be made for:

- (a) all resubdivisions, *i.e.*, any subdivision of a lot on a previously approved subdivision plat,
- (b) all subdivisions which would result in the existence of three (3) or more lots,
- (c) for the erection of any building except that the erection of one single-family house constructed on one separate lot does not require Site Development Plan Approval unless such separate lot has (i) previously received Limited Site Development Plan Approval pursuant to Irvington Zoning Ordinance §243-73 of the Code, or (ii) is within five hundred (500) feet of any boundary of another lot for which a building permit has been issued within the prior 720 days and which is owned in whole or in part, directly or indirectly, by any person or entity having an interest in such separate lot, or (iii) is such that twenty percent (20%) or more of the area (in square feet) of the lot is comprised of "*resource protection land*" within the meaning of Article XV of the Village Code (§ 243-78 et. seq.), or
- (d) unless waived by the Planning Board, (i) for the alteration of any building that increases its enclosed space, or (ii) for the addition, enlargement or relocation of an unenclosed structure affixed to the exterior of any building.

IPB Form 3 is the form to be used in applying for Site Development Plan Approval. Item 9 below discusses eligibility for Limited Site Development Plan Approval.

2. How Submitted. No Application will be considered formally submitted until the Planning Board has determined that all information required in connection with such Application has been submitted, and that any required application fees have been paid. In addition, no Application for Site Development Plan Approval will be acted upon unless any required Determination of Site Capacity has been made by the Planning Board.

3. Number of Copies. Three (3) original, signed counterparts of completed IPB Form 3 must be submitted, together with thirteen (13) additional photocopies of the completed Application and all Exhibits, including any decision of the Irvington Zoning Board of Appeals granting a variance from provisions of the Zoning Ordinance otherwise applicable to the proposed subdivision or construction.

4. Matter Identification Number. Each document submitted to the Planning Board must show an identification number, i.e., an "IPB Matter No.", in the upper right hand corner. This identification number must be obtained from the Village Building Inspector at or before the time that IPB Form 3 and related Exhibits are delivered to him in accordance with paragraph 5 of these Instructions.

5. How To Get On Meeting Agenda. The Irvington Planning Board's regular meeting night is the first Wednesday of each month in the Trustee's Room, Village Hall. Occasionally the regular meeting is held on another night, if circumstances so require. Planning Board meetings begin at 8 PM. The Village Clerk can confirm the scheduled meeting night each month. The agenda for each meeting closes as of the close of business on the Wednesday before the scheduled meeting day. To place an Application for Site Development Plan Approval on the agenda of a scheduled Planning Board meeting, IPB Form 3 must be completed and delivered to the Village Building Inspector in the requisite number of copies, with all required Exhibits, before then. Other prerequisites for an agenda entry may also apply, particularly if the property involved appears on the Open Space Inventory of the Village as formulated by the Environmental Conservation Board and adopted by the Board of Trustees.

6. Initial Notice to Affected Property Owners. No Application for Site Development Plan Approval will be placed on the agenda of a Planning Board meeting for initial review by the Board for completeness, adequacy, etc., unless the Applicant submits to the Board, along with the requisite number of executed copies of IPB Form No. 3, proof that notice of such Application has been given by certified mail to all owners, as shown on the public records, of property located in whole or in part within two hundred (200) feet of any boundary of the property for which Site Development Plan Approval is being sought. Such owners are defined as "Affected Property Owners" by the Village Code. Before such notice is given, a copy of the Application and of all documents forming part of the Application must be filed with each of the Village Clerk and the Irvington Public Library. An affidavit in the form of Attachment 3 to IPB Form No. 3 must be submitted as proof that the required

notice has been given. (Attachment 3 contains a sample form of the required notice.)

7. Publication in Newspaper. § 243-69 of the Village Code provides that if the property for which the Application is made abuts Broadway, Main Street, the Hudson River, Harriman Road or Cyrus Field Road, or if such property is larger than five (5) acres, the Applicant must also publish at least twice in the official newspaper of the Village of Irvington, *i.e.*, in the *Tarrytown Daily News*, notice that such Application is being made. Proof that such required publication has been made must be submitted to the Planning Board by means of an Affidavit in the form of Attachment 2 to IPB Form No. 3.

8. Required Fee. § 243-75 of the Village Code prescribes the following fees for Applications for Site Development Plan Approval. Proof that the required fee has been paid must be submitted with the Application.

Proposed subdivision	\$500 per lot requested
Limited Site Development Plan Approval of proposed subdivision	\$250 per dwelling unit
Erection of dwelling unit	\$250 per dwelling unit
Enlargement of residential building that does not involve construction of new dwelling unit	\$250
Erection of non-residential building of 4,000 square feet or less of floor space	\$250
Erection of residential building of more than 4,000 square feet of floor area	\$250, plus \$62.50 for each 1,000 square feet, or part thereof, of floor area in excess of 4,000 square feet

Enlargement of non-  
residential building

\$250, plus \$62.50 for  
each 1,000 square feet  
of floor space, or part  
thereof in excess of  
4,000 in building  
as enlarged

Addition, enlargement or  
relocation of unenclosed  
structure

\$250

Amendment to previously  
approved Site Development  
Plan

\$50

In addition to the foregoing fees, §243-75 B. of the Village Code provides that the Applicant is also responsible for fees for the services of any and all Village employees and/or consultants and/or independent contractors for providing professional assistance to the Village in reviewing Site Development Plan applications and for the inspection of any one or more construction phases specified in such Section. It further provides that such fees shall be fixed by the Planning Board in such amounts as will reimburse the Village for the actual costs incurred with respect to review of the application.

9. Limited Site Development Plan Approval. §243-73 A. of the Village Code permits an applicant for approval of a subdivision that would result in creation of three (3) or more lots in a single-family residence district to apply for Limited Site Development Plan Approval if the applicant intends to sell lots prior to construction of houses, or to design and construct houses on lots only after contracting therefore with anticipated buyers.

10. "Beneficial Interest". The term "*beneficial interest*" as used in Items 5 and 6 of IPB Form No. 3 includes any direct or indirect ownership interest in property or in the proceeds of a sale, lease or development of property. An indirect ownership interest in property or in the proceeds of property includes among other things a contract or option to purchase the property, or an ownership interest in a corporation or other legal entity that owns the property or has a right to acquire it or an interest in it.

11. Request for Waiver of Certain Requirements. Pursuant to § 243-71 of the Village Code, the Planning Board may in certain circumstances therein specified vary or waive the requirement that the Applicant provide information normally required as part of an application for approval of a Site Development Plan. If so required by the Planning Board in a particular matter, a request for such a waiver must be in writing and signed by the Applicant or a duly authorized representative of the Applicant, must identify the requirement(s) for which the waiver is requested, and must state specifically the reasons why Applicant believes the requirement to provide the information for which the waiver is sought is inappropriate or unnecessary, or will cause extraordinary and unnecessary hardship.

12. When Application Deemed Officially Submitted. Pursuant to §243-70 A. of the Village Code, an Application for Site Development Plan Approval shall be deemed to be officially submitted only upon the Planning Board's determination that the Application is complete in all respects.

13. Public Hearing and Required Notices. At the time the Planning Board determines that an Application for Site Development Plan Approval is complete, and has been officially submitted, it will fix a time for a Public Hearing on the Application, which time shall be not less than twenty (20) nor more than sixty-five (65) days from the date on which the Application has been determined to be complete and officially submitted. Applicant must give public notice of the scheduled hearing by the publication in the Official Newspaper(s) of the Village at least twice, the latest of which shall be published not later than fourteen (14) days prior to the hearing date. The Applicant shall also, if so required by the Planning Board, give written notice by certified mail to all Affected Property Owners (see Item 6 above for definition) of the date, time, and place of the scheduled Public Hearing. Any notice so required must be mailed not less than fourteen (14) days prior to the date fixed for the Public Hearing. In certain cases specified in §243-70 B. of the Village Code, additional notices may have to be mailed if the Public Hearing is continued. The Applicant must file with the Planning Board, at or before the commencement of the Public Hearing, and at or before the commencement of each continued Hearing for which an additional notice and mailing is required, an affidavit evidencing compliance with the requirements of §243-70 B. of the Village Code. Such affidavit shall be in such form as the Planning Board may prescribe.

Adopted by the Board of Trustees on August 18, 2003

*Delete § 224-75*

*Add § 224-75 Fees as follows:*

§ 224-75. Fees.

A. It shall be a requirement of Planning Board consideration of any proposed site development plan or amendment thereto that a fee be paid to the Village Clerk upon the filing of the application as set forth in the following table:

**Fee Schedule**

<b>Site Development Plan</b>	<b>Fee</b>
Erection/modification of dwelling units	\$500 per unit
Erection, enlargement, conversion, or redevelopment of nonresidential buildings	\$500, plus \$100 for each 1,000 square feet of floor area.
Subdivisions for which site development plan approval is sought	\$1,000 per each new lot
Subdivisions for which limited site plan approval is sought	\$500 per each new lot
All other applications, except applications for waiver of site development plan approval	\$500
Amendments and applications for waiver of site development plan approval	\$150

B. In addition, fees shall be required for the services of any and all Village employees and/or consultants and/or independent contractors for providing professional assistance to the Village in reviewing site development plan applications and for the inspection of any one or more of the following: rough grading; drainage improvements; public and private roads, driveways and walks; water and sewer lines and, where applicable, septic systems; and site lighting and landscaping. Such fees shall be fixed by the Planning Board for each applicant in such amounts as will reimburse the Village for the actual costs incurred with respect to review of his application and appropriate inspections; provided, however, that no fee shall be imposed for time spent by the Planning Board's regular consultant in attending a public meeting of the Planning Board unless the Planning Board shall affirmatively determine that assessment of such a fee is warranted because of services rendered by the consultant with respect to the application at the meeting, and, in such case, the fee assessed shall be proportionate to the time spent at the meeting by the consultant in connection with said application, as determined by the Planning

Adopted by the Board of Trustees on August 18, 2003

Board. For all tear-downs, special permits, subdivisions creating more than one new lot, erection of a single family house on an existing lot, and all applications involving non-residential or mixed used properties, all consultant fees shall be reimbursed by the applicant to the Village prior to the issuance of a building or other permit. The Planning Board may waive any fee pursuant to this subsection in connection with applications for waiver of site development plan approval and on applications for site plan development approval on existing residences where the existing floor area or cubic contents will not be increased by more than 25%.

*Delete IN LIEU FEE definition in § 188-5*

*Add IN LIEU FEE definition in § 188-5 as follows:*

IN LIEU FEE – An amount equal to \$15,000 for calendar year 2003, which shall subsequently be adjusted annually by the Planning Board, for all pertinent approvals granted during that calendar year. Each subsequent adjustment shall be based on the change in the December index, unadjusted for seasonal variation, of the United States Department of Labor Consumer Price Index, Urban Wage Earners and Clerical Workers (CPI-W) U.S. City average, all items (1967=100). Such fee shall be paid to the Village Recreation Site Acquisition and Improvement Fund and used, among other things, to acquire and maintain open space, and increase recreation opportunities. The in lieu fee must be paid prior to the signing of the subdivision plat by the Chairman of the Planning Board and is calculated based on the index for the year in which the subdivision plat is signed.

SAMPLE FORM OF NOTICE TO AFFECTED PROPERTY OWNERS TO BE  
USED FOR APPLICATION FOR ~~WAIVER OF REQUIREMENTS FOR SITE~~  
DEVELOPMENT PLAN APPROVAL

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CERTIFIED MAIL \_\_\_\_\_, \_\_\_\_\_

TO: Name and Address of Affected Property Owner

PLEASE TAKE NOTICE that the Applicant named below is requesting the Planning Board of the Village of Irvington to grant, in accordance with Section 224-71 of the Village Zoning Ordinance, a ~~Waiver of the Requirements for Site~~ Development Plan Approval for improvements to be made on property identified as Lot(s) No(s). \_\_\_\_\_, Block \_\_\_\_\_, on Sheet \_\_\_\_\_ of the Tax Map of the Village of Irvington. This property is located at \_\_\_\_\_ (give street address or location). The site adjoins property owned by \_\_\_\_\_.

The following is a brief description of the property development for which the ~~Waiver~~ of Site Development Plan Approval is being requested. *(Note: Description must include dimensions of and cubic space to be added by any addition to an existing structure, and indicate the increase of the "footprint" of the structure that will result from such addition..)*

A copy of the Application, together with the plans or details of the proposed work for which the ~~Waiver is sought~~, has been deposited in the office of the Village Clerk and in the Irvington Public Library, and may be examined by the public during regular business hours one week prior to scheduled meeting.

It is expected that the Application will be considered by the Village Planning Board at a meeting which begins at 7:00 PM on \_\_\_\_\_, \_\_\_\_\_ in the Trustees Room of Village Hall, Main Street.

This Notice is given pursuant to Section 224-69 E. of the Zoning Ordinance of the Village of Irvington.

\_\_\_\_\_  
(Signature of Applicant)



**IPB FORM NO 3**  
(05/97)

**APPLICANT'S NAME:** \_\_\_\_\_

**IPB MATTER NO.** \_\_\_\_\_

(For Required Application Fee see Section 243-75 of Irvington Zoning Ordinance)

**IRVINGTON PLANNING BOARD**  
**APPLICATION FOR SITE DEVELOPMENT PLAN APPROVAL**

Applicant's Name, Address and Telephone and Fax Numbers:

Application is hereby made to the Planning Board of the Village of Irvington for Site Development Plan Approval pursuant to Article XIV of the Irvington Zoning Ordinance (Sec. 243-66, et seq.) for the property more particularly described below.

Applicant requests only Limited Site Development Plan Approval: \_\_\_\_\_ (to be checked only if desired by Applicant and the eligibility requirements of the Section 243-73 of the Irvington Zoning Ordinance are met.)

**1. Location of Site.**

The property for which this Application is made consists of a gross site area of about \_\_\_\_\_ square feet, and is generally identified as:

Tax Map Sheet \_\_\_\_\_, Block \_\_\_\_\_, Lot(s) \_\_\_\_\_  
Address or Street Location \_\_\_\_\_  
In School District (Irvington or Dobbs Ferry) \_\_\_\_\_  
In Zoning District \_\_\_\_\_

**2. Reason Site Development Plan Approval is Required.**

Site Development Plan Approval is required because Applicant is proposing to do the following with respect to the property (*Check as applicable*):

- (a) \_\_\_\_\_ Subdivide it into three (3) or more lots, i.e., into \_\_\_\_\_ lots
- (b) \_\_\_\_\_ Erect a building, other than one single-family house to be constructed on one separate lot. The building to be erected is to be a \_\_\_\_\_
- (c) \_\_\_\_\_ Erect one single-family house to be constructed on a separate lot which has been the subject of only Limited Site Development Plan Approval pursuant to Section 243-73 of the Irvington Zoning Ordinance
- (d) \_\_\_\_\_ Alter a building so as to increase the cubic area enclosed by roof and exterior walls. The increase will add a total of about \_\_\_\_\_ square feet of Floor Area on a total of \_\_\_\_\_ floors and a total of about \_\_\_\_\_ cubic feet

(e) \_\_\_\_ Add an unenclosed structure to a building, namely a \_\_\_\_\_

(f) \_\_\_\_ Enlarge or \_\_\_\_ relocate an existing unenclosed structure, namely a \_\_\_\_\_

**3. Characteristics of Site.**

(a) Does any portion of the property (a) come within thirty (30) feet of Croton Aqueduct<sup>1</sup> (b) lie within the Village Watershed<sup>2</sup> (c) abut Broadway, Cyrus Field Road, Mountain Road or Sunnyside Lane<sup>3</sup>, (d) abut a public parking lot<sup>4</sup>, or (e) lie within 500 yards of a border of Irvington or the Hudson River? If the answer to any of the foregoing is Yes, give particulars.

(b) State whether there are any covenants, deed restrictions, or prior subdivision plats that cover all or any part of the property. If Yes, identify them, indicate the nature thereof, and submit a copy of each such document as part of this Application.

**4. Legal Status of Applicant.**

State whether Applicant is an individual or a legal entity, and if the latter describe nature of legal entity (corporation, partnership, limited liability company, joint venture, etc.) and list the State or other jurisdiction where formed.

If the Applicant is or includes a corporation, or is a partnership or joint venture which includes one or more corporations, list below the name and residence address of each director of each such corporation and the name and residence address of each of the chief executive officer, chief financial officer, and secretary of such corporation. If the Applicant is a partnership or limited liability company, list below the name and residence address of each General Partner and each Limited Partner, or of each Manager and each Member, indicating which is which:

**5. Relationship of Applicant to Property.**

(a) State whether the Applicant is the current Owner of the property covered by this Application, or has a contract or option to purchase said property, and give date when became Owner, or date of contract or option agreement, as applicable.

<sup>1</sup> See Section 243-50 of Zoning Ordinance.

<sup>2</sup> See Section 243-80 of Zoning Ordinance and Village Watershed Map.

<sup>3</sup> See Sections 243-51 and 243-72 C.(5) of Zoning Ordinance.

<sup>4</sup> See Section 243-52 of Zoning Ordinance.

b) Give the name and address of the party from whom Applicant acquired title to the property, or who is the other party to the contract or option agreement with Applicant.

(c) The name and address of each person or entity that has a beneficial interest in the property covered by this Application who has not been identified previously in this Application is as follows:

6. Information About Near-by Property.

Does Applicant directly or indirectly own any beneficial interest in any property any part of which is within 1,000 feet of any boundary of the property covered by this Application?      ☐ YES      ☐ NO

If Yes, furnish the following information with respect to each of such other properties:

Tax Map Sheet \_\_\_\_\_, Section \_\_\_\_\_, Lot(s) \_\_\_\_\_  
Address or Street Location \_\_\_\_\_  
Approximate gross area \_\_\_\_\_ square feet  
Present use \_\_\_\_\_

7. Additional Information.

(a) The proposed name of the development is \_\_\_\_\_

(b) The name, address, telephone number, and fax number of each attorney, planning consultant, architect, surveyor, and other person who will represent the Applicant before the Planning Board in connection with this Application, and the capacity in which such person will act, is as follows:

8. Required Supporting Documents.

(a) Applicant must submit sixteen (16) copies of maps, drawings, renderings and samples in the detail required and giving the information and data described in

subsections B., C. and D. of Section 243-69 of the Irvington Zoning Ordinance, as amended, including the information specified therein about the following matters:

	<u>Not</u> <u>Applicable</u>	<u>Submitted</u>	<u>To</u> <u>Follow</u>	<u>Waiver</u> <u>Requested</u>
<u>Existing Conditions</u>				
water mains, sewers, etc.				
water courses				
trees				
others required to be shown				
<u>Proposed Development Data</u>				
Use(s)				
Design				
Grades				
Site Plans				
Floor plans				
Typical elevations, facades, and other architectural details to scale				
Vehicular access plan				
Off-street parking details				
Refuse area details				
Water, sewer details				
Outdoor lighting details				
Walls and fences				
Storm water runoff/retention system				
Aerial photo (10 acre or more sites only)				
Planting Plan prepared by a qualified landscape architect or architect				

(b) A certification, substantially in the form of Attachment I hereto, made by a licensed architect or professional engineer.

(c) Attachment 2 hereto completed to show the tax lot, block, and section number of each parcel of Affected Property and the name of the Affected Property Owner of each such parcel, as such terms are defined in Sec. 243-3 of the Irvington Zoning Ordinance, as amended.

(d) An affidavit, substantially in the form of Attachment 3 hereto, to the effect that public notice required by §243-69 E.(1) and any publication required by §243-69 E.(2) of the Irvington Zoning Ordinance, as amended, has been given or made.

(e) Applicant must submit a Supplemental Affidavit substantially in the form of Attachment 3 hereto to evidence that the Applicant has given written notice by certified mail to all Affected Property Owners of the date, time, and place of the Public Hearing on this Application which will be scheduled by the Planning Board after it has determined that this Application is complete.

## 2. Construction Schedule.

Subdivision E. of Section 243-72 of the Village Zoning Ordinance requires the Planning Board to include in any Site Development Plan Approval a phased schedule for construction and completion of the Site Development Plan approved, which schedule must not exceed four years from the date of record of Planning Board approval to the date of final phase review, and which must be completed prior to the issuance of a final Certificate of Occupancy. The Applicant should submit below or in an attachment to this Application a proposed phased schedule of construction and completion.

## 10. Signature.

The undersigned certifies on behalf of the Applicant and on his or her own behalf that the information contained in this Application is true and complete to the best knowledge and belief of the undersigned; of the directors and principal executive officers of the corporate Applicant, if any; of all general partners of the partnership Applicant, if any; and/or of the principals, trustees, or principal executives of the Applicant if the Applicant is a legal person other than a corporation or partnership, as the case may be.

Dated: Irvington, New York  
\_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_  
(type or print)

Title: \_\_\_\_\_

**CERTIFICATE OF LICENSED  
ARCHITECT OR PROFESSIONAL ENGINEER**

I, \_\_\_\_\_, DO HEREBY CERTIFY to the Village of  
Irvington as follows:

1) I am an architect or professional engineer (*strike whichever is not applicable*)  
licensed by the State of New York on \_\_\_\_\_, and my license is in good  
standing on the date hereof. My office address is \_\_\_\_\_.

2) This Certificate is made in connection with the Application for Site Development  
Plan Approval, dated \_\_\_\_\_, submitted to the Irvington Planning  
Board (IPB Matter No. \_\_\_\_\_) by \_\_\_\_\_, as Applicant, for property  
identified as Lot(s) \_\_\_\_\_, in Block \_\_\_\_\_, on Tax Map Sheet \_\_\_\_\_, and otherwise  
identified as (*give address or street location*) \_\_\_\_\_, Village  
of Irvington.

3) I have visited the site and I have reviewed and am familiar with the Application  
and with the following maps, plans and other documents which form part of the  
Application: (*Give list*)

4) I certify that the development proposed to be made by Applicant, as described in  
the Application and the documents listed in paragraph 3 above would comply with all  
zoning, subdivision and building codes, ordinances and regulations of the Village of  
Irvington as in effect on the date this Certificate is made, except in the following respects:

IN WITNESS WHEREOF, I do hereby certify on this \_\_\_\_\_ day of \_\_\_\_\_,

[Seal]

(Signature)

LIST OF AFFECTED PROPERTIES/OWNERS

1. Name of Applicant:

2. Date of Application:

3. Identity of Property:

(a) Address or Street Location:

(b) Tax Map Sheet \_\_\_\_, Block \_\_\_\_, Lot(s) \_\_\_\_

4. Required Information:

As required by Section 243-69 E. of the Irvington Zoning Ordinance, as amended, and in accordance with Item 7(b) of the above-referenced Application, the undersigned Applicant **DOES HEREBY CERTIFY** that the following is a complete list of all Affected Property, identified by tax map sheet, section and lot numbers, and by the name of the Affected Property Owner thereof. The terms "Affected Property" and "Affected Property Owner" have the respective meanings defined in Section 243-3 of said Zoning Ordinance.

<u>Affected Property</u>		
<u>Sheet</u>	<u>Block</u>	<u>Lot(s)</u>

Affected Property Owner

IN WITNESS WHEREOF, the undersigned hereby certifies on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
(authorized signature)

\_\_\_\_\_  
(type or print name)

AFFIDAVIT OF MAILING/PUBLICATION

State of New York }  
County of Westchester }

\_\_\_\_\_, being duly sworn, deposes and says:

On \_\_\_\_\_, I sent a copy of the Notice attached hereto to each Affected Property Owner listed in Attachment 2 to the Application for Site Development Plan Approval dated \_\_\_\_\_, made by \_\_\_\_\_, as Applicant, which Application pertains to the property more fully described in such Notice, by mailing such Notice, certified mail, addressed to each Affected Property Owner at the address for such party shown on said Attachment 2.

*(Delete whichever of the next two paragraphs is not applicable)*

As required by Section 243-69 E.(2) of the Irvington Zoning Ordinance, as amended, a Notice in the form attached hereto was also published on \_\_\_\_\_, and on \_\_\_\_\_, in the official newspaper of the Village of Irvington, namely *The Tarrytown Daily News*.

[OR]

No publication of notice of the aforesaid Application is required by Section 47-40.3(5.2) of the Irvington Zoning Ordinance, as amended, because the site is not more than five acres in area and does not abut Broadway, Main Street, the Hudson River, Harriman Road, or Cyrus Field Road.

IN WITNESS WHEREOF, I make this Affidavit on this \_\_\_\_\_ day of \_\_\_\_\_, 199\_\_.

Sworn to before me, a Notary Public of  
the State of New York on this \_\_\_\_\_ day  
of: \_\_\_\_\_.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(type or print name)

\_\_\_\_\_  
Notary Public

Note: A copy of the Notice which was sent to Affected Property Owners (and of the Notice published if publication was required) must be attached to this Affidavit.

Sample forms of Notice may be obtained from the Office of the Village Building Inspector.



APPLICANT'S NAME: \_\_\_\_\_

IPB MATTER NO. \_\_\_\_\_

**IRVINGTON PLANNING BOARD**  
**SURVEY AFFIDAVIT**

STATE OF NEW YORK, COUNTY OF WESTCHESTER ss.:

\_\_\_\_\_ and \_\_\_\_\_, being duly sworn, do hereby state:  
[ If only one person signs this Affidavit, the word "we" means "I". ]

1. Representations. The statements made in this Affidavit are true to the best of our knowledge, information and belief. The Affidavit is being submitted to the Irvington Planning Board in connection with our Application for \_\_\_\_\_ and we know that the Planning Board will rely on our truthfulness and the statements made in in this Affidavit.

2. Property. We are the present owners of the following property located in the Village of Irvington, New York, and have been since \_\_\_\_\_.

Street Address:

Tax Map Sheet \_\_\_\_\_, Lot(s) \_\_\_\_\_, Block \_\_\_\_\_.

3. Survey. We have examined the attached survey of this property dated \_\_\_\_\_, made by \_\_\_\_\_, whose address is given as \_\_\_\_\_.

4. No Change. The survey shows the Property in its present condition. There has been no change in any of the boundary lines of this Property, and no change in, addition to, or relocation or removal of, any building (other than changes inside a building which do not result in any change in the location or configuration of any external wall thereof), fence, driveway, paved area, or other structure or improvement shown on the survey. No buildings, fences, driveways, paved areas, or other structures or improvements have been constructed on or next to the Property since the date of the survey, except the following:

5. Easements. Except for easements shown on the survey, no other persons have any right, separately or jointly with the owners of this Property, to cross the property for access to other property, or to use any driveway, stairway, walk or path on or across the Property.

Sworn to before me this \_\_\_\_\_  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_, Owner

\_\_\_\_\_, Owner

\_\_\_\_\_  
Notary Public

**617.20**  
**Appendix B**  
**State Environmental Quality Review**  
**VISUAL EAF ADDENDUM**

This form may be used to provide additional information relating to Question 11 of Part 2 of the Full EAF.

(To be completed by Lead Agency)

**Visibility**

**Distance Between  
Project and Resource (In Miles)**

1. Would the project be visible from:

0-¼    ¼-½    ½-3    3-5    5+

*I A parcel of land which is dedicated to and available to the public for the use, enjoyment and appreciation of natural or man-made scenic qualities?*

☐    ☐    ☐    ☐    ☐

*I An overlook or parcel of land dedicated to public observation, enjoyment and appreciation of natural or man-made scenic qualities?*

☐    ☐    ☐    ☐    ☐

*I A site or structure listed on the National or State Registers of Historic Places?*

☐    ☐    ☐    ☐    ☐

*I State Parks?*

☐    ☐    ☐    ☐    ☐

*I The State Forest Preserve?*

☐    ☐    ☐    ☐    ☐

*I National Wildlife Refuges and State Game Refuges?*

☐    ☐    ☐    ☐    ☐

*I National Natural Landmarks and other outstanding natural features?*

☐    ☐    ☐    ☐    ☐

*I National Park Service lands?*

☐    ☐    ☐    ☐    ☐

*I Rivers designated as National or State Wild, Scenic or Recreational?*

☐    ☐    ☐    ☐    ☐

*I Any transportation corridor of high exposure, such as part of the Interstate System, or Amtrak?*

☐    ☐    ☐    ☐    ☐

*I A governmentally established or designated Interstate or Inter-county foot trail, or one formally proposed for establishment or designation?*

☐    ☐    ☐    ☐    ☐

*I A site, area, lake, reservoir or highway designated as scenic?*

☐    ☐    ☐    ☐    ☐

*I Municipal park, or designated open space?*

☐    ☐    ☐    ☐    ☐

*I County road?*

☐    ☐    ☐    ☐    ☐

*I State road?*

☐    ☐    ☐    ☐    ☐

*I Local road?*

☐    ☐    ☐    ☐    ☐

2. Is the visibility of the project seasonal? (i.e., screened by summer foliage, but visible during other seasons)

☐ Yes    ☐ No

3. Are any of the resources checked in question 1 used by the public during the time of year during which the project will be visible?

☐ Yes    ☐ No

# DESCRIPTION OF EXISTING VISUAL ENVIRONMENT

4. From each item checked in question 1, check those which generally describe the surrounding environment.

	*1/4 mile	Within	*1 mile
Essentially undeveloped	<input type="checkbox"/>		<input type="checkbox"/>
Forested	<input type="checkbox"/>		<input type="checkbox"/>
Agricultural	<input type="checkbox"/>		<input type="checkbox"/>
Suburban Residential	<input type="checkbox"/>		<input type="checkbox"/>
Industrial	<input type="checkbox"/>		<input type="checkbox"/>
Commercial	<input type="checkbox"/>		<input type="checkbox"/>
Urban	<input type="checkbox"/>		<input type="checkbox"/>
River, Lake, Pond	<input type="checkbox"/>		<input type="checkbox"/>
Cliffs, Overlooks	<input type="checkbox"/>		<input type="checkbox"/>
Designated Open Space	<input type="checkbox"/>		<input type="checkbox"/>
Flat	<input type="checkbox"/>		<input type="checkbox"/>
Hilly	<input type="checkbox"/>		<input type="checkbox"/>
Mountainous	<input type="checkbox"/>		<input type="checkbox"/>
Other			

NOTE: add attachments as needed

5. Are there visually similar projects within:

\*1/2 mile ☐ Yes ☐ No 1 mile ☐ Yes ☐ No 2 miles ☐ Yes ☐ No 3 miles ☐ Yes ☐ No

\*Distance from project site is provided for assistance. Substitute other distances as appropriate.

## EXPOSURE

6. The annual number of viewers likely to observe the proposed project is \_\_\_\_\_?  
NOTE: When user data is unavailable or unknown, use best estimate.

## CONTEXT

7. The situation or activity in which the viewers are engaged while viewing the proposed action is:

### FREQUENCY

Activity	Daily	Weekly	Holidays/ Weekends	Seasonally
Travel to and from work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Involved in recreational activities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Routine travel by residents	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
At a residence	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
At worksite	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other _____	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Reset

# VILLAGE OF IRVINGTON - APPLICATION DATA SHEET

www.irvingtonny.gov

Owner _____	Owner Address _____	Date _____
Tax Account Number (*) _____	Sheet _____ Block _____ Lot _____	Parcel _____
Property Address _____	Phone # _____	Fax # _____

Architect or Engineer _____	Cell # _____	Email Address _____
Phone # _____	Fax # _____	N Y S Lic. # _____

Ref.	Existing	Proposed	Two Family 1F-5	Multi Family 1F-10	1F-20	1F-40	1F-60	1F-80	Coverage Information
224-4	Zoning District	n/a	5,000	10,000	20,000	40,000	60,000	80,000	Structures
224-10	Square feet of lot	n/a	30	30	35	50	60	75	Decks
224-11	Front yard setback		10	15	15	25	30	50	Patios, walks
224-11	Side yard setback 1		10	15	15	25	30	50	Porches
224-11	Side yard setback 2		30	30	35	40	60	75	Floor overhangs
224-10	Rear yard setback		50	85	100	150	200	250	Swimming pools
224-10	Lot width		100	100	125	150	200	200	Other
224-13	Lot depth								Total (in Sq Ft)
224-13	Lot coverage								Provide floor plan showing dimensions and Sq Ft
224-13	Coverage Bonus over minimum lot size		24% upto 5000 sqft	20% upto 10000sqft	16% upto 20000sqft	12% upto 40000sqft	8.33% upto 60000sqft	6.75% upto 80000sqft	
224-11	Patios, sidewalks and other impervious surfaces		16% over 5000 sqft	12% over 10000sqft	6% over 20000sqft	4% over 40000sqft	2% over 60000sqft	2% over 80000sqft	

Ref.	Existing	Proposed	Applicable	Setback	Additional information required (**)
224-149	View Preservation Overlay		yes	no	Survey showing all existing conditions
224-50	Aqueduct buffer		yes	30'	All easements and restrictions
224-51 B	Broadway buffer		yes	50'	Site plan showing all proposed improvements
224-51 A	Cyrus Field Rd buffer		yes	75'	Location of all trees in affected areas

Ref.	Existing	Proposed	224-134	Floor Area Ratio
224-134				

(in sq ft - see Zoning Ordinance for definitions and exclusions)

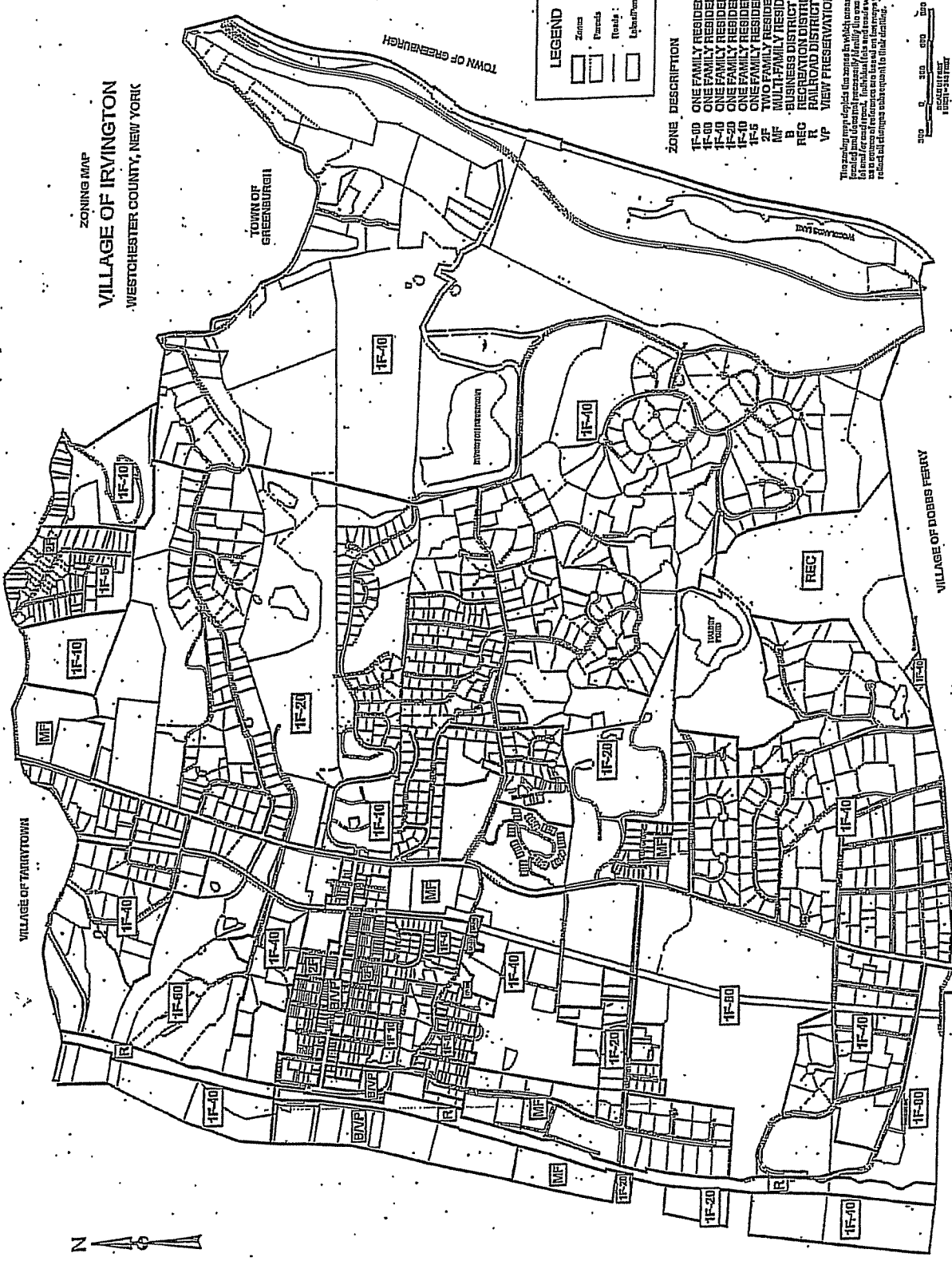
Lot Size	Max FAR	Floor Area (sf)	Lot Size	Max FAR	Floor Area (sf)	Lot Size	Max FAR	Floor Area (sf)	Lot Size	Max FAR	Floor Area (sf)
< 5,000	0.43	varies	21,000	0.198	4,158	38,000	0.164	6,232	55,000	0.1325	7,288
5,000	0.43	2,150	22,000	0.196	4,312	39,000	0.162	6,318	56,000	0.1305	7,308
6,000	0.39	2,340	23,000	0.194	4,462	40,000	0.1625	6,500	57,000	0.1285	7,325
7,000	0.36	2,520	24,000	0.192	4,608	41,000	0.1605	6,581	58,000	0.1265	7,337
8,000	0.33	2,640	25,000	0.19	4,750	42,000	0.1585	6,657	59,000	0.1245	7,346
9,000	0.3	2,700	26,000	0.188	4,888	43,000	0.1565	6,730	60,000	0.125	7,500
10,000	0.28	2,800	27,000	0.186	5,022	44,000	0.1545	6,798	61,000	0.125	7,625
11,000	0.2725	2,998	28,000	0.184	5,152	45,000	0.1525	6,863	62,000	0.125	7,750
12,000	0.265	3,180	29,000	0.182	5,278	46,000	0.1505	6,923	63,000	0.125	7,875
13,000	0.2575	3,348	30,000	0.18	5,400	47,000	0.1485	6,980	64,000	0.125	8,000
14,000	0.25	3,500	31,000	0.178	5,518	48,000	0.1465	7,032	65,000	0.125	8,125
15,000	0.2425	3,638	32,000	0.176	5,632	49,000	0.1445	7,081	66,000	0.125	8,250
16,000	0.235	3,760	33,000	0.174	5,742	50,000	0.1425	7,125	67,000	0.125	8,375
17,000	0.2275	3,868	34,000	0.172	5,848	51,000	0.1405	7,166	68,000	0.125	8,500
18,000	0.22	3,960	35,000	0.17	5,950	52,000	0.1385	7,202	69,000	0.125	8,625
19,000	0.2125	4,038	36,000	0.168	6,048	53,000	0.1365	7,235	70,000	0.125	8,750
20,000	0.2	4,000	37,000	0.166	6,142	54,000	0.1345	7,263	71,000	0.125	8,875

For additional information refer to 224-134 of the Village Zoning Code

(\*) Tax ID Number available from Village Clerk (591-7070)

(\*\*) The Village Zoning Regulations should be consulted for additional requirements.

ZONING MAP  
VILLAGE OF IRVINGTON  
WESTCHESTER COUNTY, NEW YORK



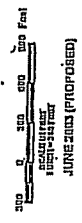
**LEGEND**

[Symbol]	Zones
[Symbol]	Parcels
[Symbol]	Streets
[Symbol]	Waterways

**ZONE DESCRIPTION**

- 1F-10 ONE FAMILY RESIDENCE DISTRICT
- 1F-20 ONE FAMILY RESIDENCE DISTRICT
- 1F-40 ONE FAMILY RESIDENCE DISTRICT
- 1F-60 ONE FAMILY RESIDENCE DISTRICT
- ME TWO FAMILY RESIDENCE DISTRICT
- BVP TWO FAMILY RESIDENCE DISTRICT
- R RAILROAD DISTRICT
- REC RECREATION DISTRICT
- VP VIEW PRESERVATION OVERLAY

This zoning map depicts the zones in which parcels of the Village are zoned. The map is not a legal document and should not be used as a basis for any legal action. The map is subject to change without notice and the Village is not responsible for any errors or omissions. The map is for informational purposes only and should not be used as a basis for any legal action.



JUNE 2003 (PROPOSED)